

GENERAL SERVICES ADMINISTRATION

FEDERAL SUPPLY SCHEDULE

**PROFESSIONAL ENGINEERING
SERVICES | SCHEDULE 899**

CONTRACT NUMBER GS-10F-023AA



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Schedule Title:	Environmental Services
FSC Group:	899
Special Item Numbers:	899-1, 899-1RC, 899-7, 899-7RC
Contract Number:	GS-10F-023AA
Contract Period:	October 25, 2012 through October 24, 2017
Contractor Information:	PACE Engineers, Inc. (PACE) 11255 Kirkland Way, Suite 300 Kirkland, WA 98033
Phone:	425.827.2014
Fax:	425.827.5043
Web:	www.paceengrs.com
Contractor Administrators:	Martin Penhallegon, PE President martyp@paceengrs.com Karleen Belmont, FSMPS Business Development Director karleenb@paceengrs.com
Business Size:	Small Business

CUSTOMER INFORMATION

1. Awarded Special Item Number(s) (SINs):
 - 899-1: Environmental Consulting Services
 - 899-1RC: Environmental Services Recovery
 - 899-7: Geographic Information Systems (GIS) Services
 - 899-7RC: Geographic Information Systems (GIS) Services Recovery
2. Maximum Order: \$1,000,000.00
3. Minimum Order: \$100.00
4. Geographic Coverage (delivery Area): Domestic only
5. Point(s) of production (city, county, and state or foreign country):
Kirkland, King County, Washington
6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).
7. Quantity discounts: 1% for orders over the Simplified Acquisition threshold (\$150,000).
8. Prompt payment terms: Net 30 days
9. a) Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes
b) Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Will accept over \$3,000
10. Foreign items (list items by country of origin): None
11. a) Time of Delivery: Specified on the Task Order
b) Expedited Delivery: Contact Contractor
c) Overnight and 2-day Delivery: Contact Contractor
d) Urgent Requirements: Contact Contractor
12. F.O.B Points(s): Destination
13. a) Ordering Address:
PACE Engineers, Inc.
11255 Kirkland Way, Suite 300
Kirkland, WA 98033-6715
b) Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14. Payment address:
PACE Engineers, Inc.
11255 Kirkland Way, Suite 300
Kirkland, WA 98033-6715
15. Warranty provision: Contractor's standard commercial warranty.
16. Export Packing Charges: Not Applicable
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micropurchase level): Contact Contractor
18. Terms and conditions of rental, maintenance, and repair: Not Applicable
19. Terms and conditions of installation: Not Applicable
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: Not Applicable
a) Terms and conditions for any other services: Not Applicable
21. List of service and distribution points: Not Applicable
22. List of participating dealers: Not Applicable
23. Preventive maintenance: Not Applicable
24. a) Environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not Applicable

- b) If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/.

25. Data Universal Numbering System (DUNS) number: 78-9629508

26. Notification regarding registration in Central Contractor Registration (CCR) database: PACE Engineers, Inc. is registered in CCR.

CONTRACT INFORMATION

CONTRACT NUMBER:

GS-10F-023AA

SCHEDULE NUMBER AND DESCRIPTION:

899 : Environmental Services

Environmental Services is a one-stop shop for industry experts providing support to federal agencies. Services under this Schedule are designed to support agencies in meeting their environmental requirements and streamline the contracting process by providing a faster, more cost efficient means to meet environment requirements.

A wide variety of services and tasks can be procured through Schedule 899 from industry experts who are qualified to offer support for:

- Strengthening Federal Environmental Management goals in Electronics Stewardship;
- Environmental Management Systems;
- Pollution Prevention, Cleanup and Restoration;
- HAZMAT;
- Training Awareness and more.

Reduce your agency's environmental footprint and meet agency goals through the services available on this Schedule.

SIN NUMBERS AND DESCRIPTIONS:

1: Environmental Consulting Services

The services include, but are not limited to: Planning and Documentation Services for the development, planning, facilitation, coordination, and documentation of and/or for environmental initiatives (or mandates such as Executive Order 13423) in areas of chemical, radiological, and/or hazardous materials; ISO 14001 Environmental Management System (EMS) and sustainable performance measure development; Environmental Assessment (EA) and Environmental Impact Statement (EIS) preparation under the National Environmental Policy Act (NEPA); Endangered species, wetland, watershed, and other natural resource management plans; Archeological and/or cultural resource management plans; Environmental program and project management; Environmental regulation development; Economic, technical and/or risk analysis; other environmentally related studies and/or consultations; Homeland Security solutions that include Biochemical protection; Crime prevention through environmental design surveys (CPTED); Economical, technical and/or risk analysis; Identification and mitigation of threats inclusive of protective measures to mitigate the threats; and Vulnerability assessments. Compliance Services such as review, audit, and implementation/management of EMS and other compliance and contingency plans and performance measures; Permitting; Spill prevention/control and countermeasure plans; Pollution prevention surveys; and Community Right to-Know Act reporting. Advisory Services for ongoing advice and assistance with data and information in support of agency environmental programs involving areas such as Hazardous material spills; Material safety data sheets (MSDS), Biological/medical data sheets; Information hotlines; Poison control hotlines; Environmental regulations and environmental policy/procedure updates; Management, furnishing, or inventory of MSDS. Waste Management Consulting Services to provide guidance in support of waste-related data collection, feasibility studies and risk analyses; Resource Conservation and Recovery Act/Comprehensive Environmental Response Compensation and Liability Act (RCRA/CERCLA) site investigations; Hazardous and/or non-hazardous exposure assessments;

Waste characterization and source reduction studies; Review and recommendation of waste tracking or handling systems; Waste management plans and/or surveys; Waste minimization/pollution prevention initiatives; and Review of technologies and processes impacting waste management.

7: GIS

Provides GIS services in support of environmental programs. Services include, but are not limited to: Creation/enforcement of environmental legislation; Cultural resource GIS (CRGIS); Environmental cost assessment; Environmental impact analyses; Environmental regulatory compliance; Groundwater monitoring; Growth forecast modeling; Habitat conservation plans; Habitat modeling; Image analysis support for emergency response; Mapping, Cartography and Mashups (e.g., combining data from more than one source into a single integrated tool); Migration pattern analysis; Natural resource planning; Remote sensing for environmental studies; Terrestrial, marine, and/or atmospheric measuring/management; Vegetation mapping; and Watershed characterization for mitigation planning.

PRICE LIST

SIN	Labor Category	Minimum Education	Minimum Experience	Awarded Rates
899-1	Assistant Project Manager	Bachelor's	8	\$104.74
899-7	CADD Drafter I	High School	3	\$84.75
899-7	CADD Drafter II	High School	5	\$94.71
899-7	CADD Drafter III	High School	7	\$104.68
899-7	CADD Manager	Bachelor's	10	\$124.63
899-1	Engineer I	Bachelor's	3	\$94.16
899-1	Engineer II	Bachelor's	5	\$104.18
899-7	GIS Analyst I	Bachelor's	4	\$94.71
899-7	GIS Analyst II	Bachelor's	8	\$104.69
899-7	GIS Analyst III	Bachelor's	9	\$114.66
899-7	GIS Analyst IV	Bachelor's	10	\$124.63
899-7	GIS Manager	Bachelor's	10	\$122.08
899-7	GIS Tech	Bachelor's	0	\$82.95
899-1	Engineering Tech	Bachelor's	0	\$63.38
899-1	Junior Engineer	Bachelor's	0	\$82.34

SIN	Labor Category	Minimum Education	Minimum Experience	Awarded Rates
899-1	Office Tech II	High School	5	\$53.66
899-1	Office Tech III	High School	8	\$63.44
899-1	Principal Engineer	Bachelor's	10	\$161.11
899-1	Principal Planner	Bachelor's	10	\$158.45
899-1	Project Administrator	Associates	10	\$82.96
899-1	Project Engineer	Bachelor's	10	\$122.01
899-1	Project Manager	Bachelor's	10	\$140.79
899-1	Project Planner	Bachelor's	5	\$109.49
899-1	Senior Principal Engineer	Bachelor's	10	\$170.72
899-1	Senior Project Engineer	Bachelor's	10	\$130.95
899-1	Senior Engineer	Bachelor's	8	\$112.24
899-1	Senior Office Tech	High School	8	\$73.18
899-1	Senior Planner	Bachelor's	10	\$112.24
899-1	Senior Project Manager	Bachelor's	10	\$150.17

LABOR CATEGORIES

Assistant Project Manager

Minimum Years of Experience: 8

Minimum Years of Education: Bachelor's Degree

Applicable Training: Professional Engineer Registration

Detailed Position Description and Functional Responsibilities:

Assist the Project Manager in preparing environmental studies and assessing environmental impacts. Researches code and regulatory requirements. Visits project sites to review conditions as appropriate. Coordinates with other engineers, technicians, and administrative assistants during preliminary and final report/study preparation for conformance to regulatory and code requirements. Seeks technical information from peers when problems are encountered and expected to be outside of one's own area of expertise. Prepares draft correspondence, and reports. Attends and participates at client meetings, as appropriate. Communicates with project team members, client representatives, review agencies, and others as appropriate to project. Coordinates findings with review agencies.

CADD Drafter I

Minimum Years of Experience: 3

Minimum Years of Education: High School

Applicable Training: CADD Software

Detailed Position Description and Functional Responsibilities:

Provide CADD drafting and support as necessary for preparation of environmental reports and studies. Obtain work assignments from Project Manager with an allocated budget. Make sure all work has a stated budget prior to beginning work. Identify budget problems and discuss with Project Manager prior to using 50% of allocated time. Work with Project Manager to determine if scope of work or budget needs to be revised. Review all work for completeness and accuracy prior to submitting to Project Manager for review. Use corporate check sheets set up for quality control on each project. Provide an accurate accounting of time spent on projects with descriptions for each time entry on a weekly basis. Track key performance elements of Engineering Technician position and report to Project Manager on a weekly basis.

CADD Drafter II

Minimum Years of Experience: 5

Minimum Years of Education: High School

Applicable Training: CADD Software

Detailed Position Description and Functional Responsibilities:

Provide CADD drafting and support as necessary for preparation of environmental reports and studies. Obtain work assignments from Project Manager with an allocated budget. Make sure all work has a stated budget prior to beginning work. Identify budget problems and discuss with Project Manager prior to using 50% of allocated time. Work with Project Manager to determine if scope of work or budget needs to be revised. Review all work for completeness and accuracy prior to submitting to Project Manager for review. Use corporate check sheets set up for quality control on each project. Provide an accurate accounting of time spent on projects with descriptions for each time entry on a weekly basis. Track key performance elements of Engineering Technician position and report to Project Manager on a weekly basis.

CADD Drafter III

Minimum Years of Experience: 7

Minimum Years of Education: High School

Applicable Training: CADD Software

Detailed Position Description and Functional Responsibilities:

Provide CADD drafting and support as necessary for preparation of environmental reports and studies. Obtain work assignments from Project Manager with an allocated budget. Make sure all work has a stated budget prior to beginning work. Identify budget problems and discuss with Project Manager prior to using 50% of allocated time. Work with Project Manager to determine if scope of work or budget needs to be revised. Review all work for completeness and accuracy prior to submitting to Project Manager for review. Use corporate check sheets set up for quality control on each project. Provide an accurate accounting of time spent on projects with descriptions for each time entry on a weekly basis. Track key performance elements of Engineering Technician position and report to Project Manager on a weekly basis.

CADD Manager

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: CADD Software

Detailed Position Description and Functional Responsibilities:

Involves the supervision and coordination with the firm's CADD Design team (approximately six members). Specific responsibilities include scheduling and prioritizing CADD/plotting workflow, monitoring and updating CADD standards, training new operators, close coordination with the IT department in the development of standards, and maintenance of electronic archives. Provide QA/QC of all CADD work products from a CADD drafting perspective. Mentor and instruct lower level CADD drafters on standards and expectations. Be ready and capable to fill in for other CADD staff as needed.

Engineer I

Minimum Years of Experience: 3

Minimum Years of Education: Bachelor's Degree

Applicable Training: EIT Registration

Detailed Position Description and Functional Responsibilities:

Graduate of an accredited engineering (minimum 4 years) program with EIT (Engineer In Training) license and in some cases Professional Engineer license. Performs environmental studies using specialized technical skills, experience and engineering judgment to develop conclusions and findings. Coordinate projects with clients, contractors, outside consultants and firm staff. Provide site specific technical information to the Project Manager for incorporation into the environmental study. Preparation of studies and reports for submittal to various cities and agencies including identification of impacts and potential mitigation measures. Works under supervision of a project manager.

Engineer II

Minimum Years of Experience: 5

Minimum Years of Education: Bachelor's Degree

Applicable Training: EIT Registration

Detailed Position Description and Functional Responsibilities:

Graduate of an accredited engineering (minimum 4 years) program with EIT (Engineer In Training) license and in some cases Professional Engineer license. Performs environmental studies using specialized technical skills, experience and engineering judgment to develop conclusions and findings. Coordinate projects with clients, contractors, outside consultants and firm staff. Provide site specific technical information to the Project Manager for incorporation into the environmental study. Preparation of studies and reports for submittal to various cities and agencies including identification of impacts and potential mitigation measures. Provides project team leadership in meetings schedules and budget. Works under supervision of a project manager.

GIS Analyst I

Minimum Years of Experience: 4

Minimum Years of Education: Bachelor's Degree

Applicable Training: Technical school, training in GIS, CAD, and/or information technology

Detailed Position Description and Functional Responsibilities:

Performs work involving the application of all conventional aspects and principles of GIS to the functional area of the assignment. Will assist GIS Manager, Project Managers and/or Project Engineers. Exercises judgment in the independent evaluation, selection and substantial adaption and modification of standard GIS techniques, procedures, and criteria. Coordinates the implementation and maintenance of geographic databases. Researches, evaluates, recommends and implements technical and administrative solutions to achieve application objects to forward to departmental goals. Activities to include creating spatial features, developing databases, database management, data conversions, and performing spatial analyses. Recommends changes to GIS Manager, and/or Engineers/Planners working on a given project. Works closely and coordinates assignments with GIS Manager, Engineers, and Project

Managers to obtain project information and ensure GIS applications are accurate and complete. The level of the Analyst depends upon experience, education, and capability level of person.

GIS Analyst II

Minimum Years of Experience: 8

Minimum Years of Education: Bachelor's Degree

Applicable Training: Technical school, training in GIS, CAD, and/or information technology

Detailed Position Description and Functional Responsibilities:

Performs work involving the application of all conventional aspects and principles of GIS to the functional area of the assignment. Will assist GIS Manager, Project Managers and/or Project Engineers. Exercises judgment in the independent evaluation, selection and substantial adaption and modification of standard GIS techniques, procedures, and criteria. Coordinates the implementation and maintenance of geographic databases. Researches, evaluates, recommends and implements technical and administrative solutions to achieve application objects to forward to departmental goals. Activities to include creating spatial features, developing databases, database management, data conversions, and performing spatial analyses. Recommends changes to GIS Manager, and/or Engineers/Planners working on a given project. Works closely and coordinates assignments with GIS Manager, Engineers, and Project Managers to obtain project information and ensure GIS applications are accurate and complete. The level of the Analyst depends upon experience, education, and capability level of person.

GIS Analyst III

Minimum Years of Experience: 9

Minimum Years of Education: Bachelor's Degree

Applicable Training: Technical school, training in GIS, CAD, and/or information technology

Detailed Position Description and Functional Responsibilities:

Performs work involving the application of all conventional aspects and principles of GIS to the functional area of the assignment. Will assist GIS Manager, Project Managers and/or Project Engineers. Exercises judgment in the independent evaluation, selection and substantial

adaption and modification of standard GIS techniques, procedures, and criteria. Coordinates the implementation and maintenance of geographic databases. Researches, evaluates, recommends and implements technical and administrative solutions to achieve application objects to forward to departmental goals. Activities to include creating spatial features, developing databases, database management, data conversions, and performing spatial analyses. Recommends changes to GIS Manager, and/or Engineers/Planners working on a given project. Works closely and coordinates assignments with GIS Manager, Engineers, and Project Managers to obtain project information and ensure GIS applications are accurate and complete. The level of the Analyst depends upon experience, education, and capability level of person.

GIS Analyst IV

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: Technical school, training in GIS, CAD, and/or information technology

Detailed Position Description and Functional Responsibilities:

Performs work involving the application of all conventional aspects and principles of GIS to the functional area of the assignment. Will assist GIS Manager, Project Managers and/or Project Engineers. Exercises judgment in the independent evaluation, selection and substantial adaption and modification of standard GIS techniques, procedures, and criteria. Coordinates the implementation and maintenance of geographic databases. Researches, evaluates, recommends and implements technical and administrative solutions to achieve application objects to forward to departmental goals. Activities to include creating spatial features, developing databases, database management, data conversions, and performing spatial analyses. Recommends changes to GIS Manager, and/or Engineers/Planners working on a given project. Works closely and coordinates assignments with GIS Manager, Engineers, and Project Managers to obtain project information and ensure GIS applications are accurate and complete. The level of the Analyst depends upon experience, education, and capability level of person. Serves as back-up GIS Manager when needed.

GIS Manager

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: Training in CAD, GIS software, geography

Detailed Position Description and Functional Responsibilities:

Coordinates technical and administrative GIS activities with those of other disciplines and other departments in the company participating on common projects. Carries out complex or novel assignments requiring the development of new or improved GIS techniques or procedures to create new or refined equipment, materials, processes or methods. Conducts constructability reviews or assists in the design, planning, and review of projects. Provides technical support of project work, assigns and schedules GIS project work for GIS team.

GIS Technician

Minimum Years of Experience: Entry

Minimum Years of Education: Bachelor's Degree

Applicable Training: Technical school, training in GIS, CAD

Detailed Position Description and Functional Responsibilities:

Under close and frequent supervision, assists Geographical Information System (GIS) Specialist by performing the routine aspects of GIS assignments, subsequently providing familiarity with the programs, staff, and operating procedures of the company. Performs GIS assignments (i.e. maintenance of computer generated maps, developing databases), sketches, technical comparisons and similar technical work as required by assignment. Coordinates project assignments with engineers, surveyors, planners, and technicians. Reviews GIS data supplied by vendors, clients, and engineers and recommends changes. Researches GIS data and documents findings for GIS Manager, Project Engineers, and/or Project Managers. Assists with other duties assigned by GIS Manager.

Engineering Tech

Minimum Years of Experience: Entry

Minimum Years of Education: Bachelor's Degree

Applicable Training: None

Detailed Position Description and Functional Responsibilities:

Supports project team with necessary research, organization and preliminary status reports.

Junior Engineer

Minimum Years of Experience: Entry

Minimum Years of Education: Bachelor's Degree

Applicable Training: None

Detailed Position Description and Functional Responsibilities:

Entry-level graduate engineer usually with an EIT (Engineer in Training) license. Performs assignments designed to develop professional knowledge and abilities, requiring application of standard techniques, procedures, and criteria in carrying out a sequence of related environmental studies or reports. Limited exercise of judgment is required on details of work and in making preliminary selections and adaptations of environmental evaluation. Using prescribed methods, performs specific and limited portions of a broader assignment of an experienced engineer. Applies standard practices and techniques in specific situations, adjusts and correlates data, recognizes discrepancies in results, and follows operations through a series of related detailed steps or processes. Assists in the preparation of environmental studies, report, supporting documents and permit applications. May direct the work of Drafters and Technicians.

Office Tech II

Minimum Years of Experience: 5

Minimum Years of Education: High School

Applicable Training: Microsoft Office Certified

Detailed Position Description and Functional Responsibilities:

Performs a variety of senior level clerical functions: researching and gathering information from various sources to prepare complex reports; processing documents to ensure completeness and accuracy; maintaining records and coding unclassified documents for filing; training, reviewing, and/or leading lower level techs.

Office Tech III

Minimum Years of Experience: 8

Minimum Years of Education: A.A.

Applicable Training: Microsoft Office Certified

Detailed Position Description and Functional Responsibilities:

Performs a variety of senior level clerical functions: researching and gathering information from various sources to prepare complex reports; processing documents to ensure completeness and accuracy; maintaining records and coding unclassified documents for filing; training, reviewing, and/or leading lower level techs. Provides quality review and control for documents.

Principal Engineer

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: Professional Engineer Registration

Detailed Position Description and Functional Responsibilities:

Serves as Technical Expert in the preparation of environmental reports or studies. Assists the project managers to establish project teams and ensures that the project manager has the resources necessary to deliver the work product. Be an active member of a project team when required. Provide advice, counsel, and QA/QC to ensure the technical appropriateness and accuracy of all documents and reports.

Principal Planner

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: None

Detailed Position Description and Functional Responsibilities:

Responsible for quality assurance and quality control on all projects. Gather and prepare material and data for proposals. Proposal presentations. Perform site studies. Prepare and assess environmental impact studies. Contribute to alternative recommendations. Attend meetings both inside and outside the firm pertaining to existing and potential projects (public awareness groups and regulatory agencies, etc.). May coordinate and consult with federal, state and local regulatory agencies on scope and impact of project.

Project Administrator

Minimum Years of Experience: 10

Minimum Years of Education: A.A.

Applicable Training: Microsoft Office Certified

Detailed Position Description and Functional Responsibilities:

Performs a variety of senior level administrative functions. Duties may include: typing memos, letters and reports; researching and gathering information from various sources to prepare complex reports; processing documents to ensure completeness and accuracy; maintaining records and coding unclassified documents processing.

Project Engineer

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: Professional Engineer Registration

Detailed Position Description and Functional Responsibilities:

Graduate of an accredited engineering (minimum 4 years) program with EIT (Engineer In Training) license and in some cases Professional Engineer license. Performs environmental studies using specialized technical skills, experience and engineering judgment to develop conclusions and findings. Coordinate projects with clients, contractors, outside consultants and firm staff. Provide sketches and/or detailed layout information to design staff for incorporation into the environmental study. Provide site specific technical information to the Project Manager for incorporation into the project specifications. Preparation of studies and reports for submittal to various cities and agencies including identification of impacts and potential mitigation measures. Provides project team leadership in meeting schedules and budget. Prepare written communication to client and agencies. Works under supervision of a project manager.

Project Manager

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: Professional Engineer Registration

Detailed Position Description and Functional Responsibilities:

Responsible for the overall implementation and coordination of environmental reports and studies. Researches code requirements and

regulatory requirements. Verifies findings and conclusions for conformance with codes, manuals, and regulatory requirements. Utilizes various software applications as appropriate. Visits project sites to review conditions as appropriate. Coordinates with other engineers, technicians, and administrative assistants during preliminary and final plan preparation for conformance to standards and code requirements. Seeks technical information from peers when problems are encountered and expected to be outside of one's own area of expertise. Prepares draft correspondence, technical specifications and reports. Attends and participates at client meetings, as appropriate. Communicates with project team members, client representatives, review agencies, and others as appropriate to project. Coordinates final studies and reports with review agencies.

Project Planner

Minimum Years of Experience: 5

Minimum Years of Education: Bachelor's Degree

Applicable Training: None

Detailed Position Description and Functional Responsibilities:

Manage and prepare environmental and planning studies/permits, develop and manage scopes, schedules and budgets, prepare for and participate in proposal interviews in addition to agency and client coordination and relations.

Senior Engineer

Minimum Years of Experience: 8

Minimum Years of Education: Bachelor's Degree

Applicable Training: Professional Engineer Registration

Detailed Position Description and Functional Responsibilities:

Graduate of an accredited engineering (minimum 4 years) program with EIT (Engineer In Training) license and in some cases Professional Engineer license. Performs environmental studies using specialized technical skills, experience and engineering judgment to develop conclusions and findings. Coordinate projects with clients, contractors, outside consultants and firm staff. Provide site specific technical information to the Project Manager for incorporation into the environmental study. Preparation of studies and reports for submittal to various cities and agencies including identification of impacts and potential mitigation measures. Provides project team leadership in meeting schedules and budget. Works under supervision of a project manager.

Senior Office Tech

Minimum Years of Experience: 8

Minimum Years of Education: High School

Applicable Training: Microsoft Office Certified

Detailed Position Description and Functional Responsibilities:

Performs a variety of senior level clerical functions: researching and gathering information from various sources to prepare complex reports; processing documents to ensure completeness and accuracy; maintaining records and coding unclassified documents for filing; training, reviewing, and/or leading lower level techs. Provides quality review and control for documents. Interface with senior project managers for preparation of final documentation.

Senior Planner

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: None

Detailed Position Description and Functional Responsibilities:

Independently evaluates, selects and applies standard planning techniques, procedures, and criteria, using judgment in making site evaluations and recommendations. Assignments have clear and specified objectives and require investigation for a limited number of variables. Performs work which involves site evaluations, environmental studies and recommendations. Prepares site feasibility studies and reports, in coordination with technical staff and clients. Prepares submittal documents to obtain necessary approvals. Confers with clients.

Senior Principal Engineer

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: Professional Engineer Registration

Detailed Position Description and Functional Responsibilities:

Serves as Technical Expert in the preparation of environmental reports or studies. Assists the project managers to establish project teams and ensures that the project manager has the resources necessary to deliver the work product. Be an active member of a project team when required. Provide advice, counsel, and QA/QC to ensure the technical appropriateness and accuracy of all documents and reports. Estimates staffing needs; schedules and assigns work to meet deadlines. Develops and evaluates criteria for environmental studies. Approves conclusions and recommendations. Verifies criteria for use in environmental studies. Reviews status reports, recognizing and addressing discrepancies.

Senior Project Engineer

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: Professional Engineer Registration

Detailed Position Description and Functional Responsibilities:

As a fully competent Registered Professional Engineer, performs work involving the application of all conventional aspects of civil engineering to the functional area of the assignment. Will assist Project Managers and/or Project Engineers. Exercises judgment in the independent evaluation, selection and substantial adaptation and modification of standard techniques, procedures, and criteria used for environmental studies. Has overall responsibility for the engineering evaluation associated on an aforementioned type project of limited scope. Plans, schedules, conducts or coordinates environmental studies. Also, supervises the ongoing progress of a project, including the coordination of the project with City, State, and County officials, and other outside agencies. Resolves a variety of complex problems, serves as a liaison between clients and agencies, design teams. Reviews reports, studies and prepares or reviews technical specifications, contract documents, and estimates. Participates in contract bidding and administration; observes project action on site. Supervises the work of less experienced engineers and/or technical support personnel assigned to the project (not an on-going substantial job component). Performs other duties assigned by a Project Engineer or Project Manager. Performs work of considerable difficulty in the review of studies for compliance with applicable State and Federal Codes, and completeness with emphasis on environmental systems.

Senior Project Manager

Minimum Years of Experience: 10

Minimum Years of Education: Bachelor's Degree

Applicable Training: Professional Engineer Registration

Detailed Position Description and Functional Responsibilities:

Manages project teams and reviews the conclusions and findings from environmental studies. Plans, develops, coordinates, and directs a number of large and important projects or a project of major scope and importance. May supervise project managers. Will be responsible for managing clients and handling some marketing activities as it relates to engineering discipline. Visits project sites to review conditions as appropriate. Seeks technical information from peers when problems are encountered and expected to be outside of one's own area of expertise. Communicates with project team members, client representatives, review agencies, and others as appropriate to project. Coordinates final revisions with review agencies.

Service Contract Act (SCA) Matrix

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No.
Office Tech II	01112 - General Clerk II	2005-2563
Office Tech III	01113 - General Clerk III	2005-2563
CADD Drafter I	30061 - Drafter/CAD Operator I	2005-2563
CADD Drafter II	30062 - Drafter/CAD Operator II	2005-2563
CADD Drafter III	30063 - Drafter/CAD Operator III	2005-2563

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix and above. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.



COMPANY OVERVIEW

PACE Engineers, Inc. (PACE) provides comprehensive civil engineering, structural engineering, water, wastewater, and stormwater planning, land surveying, geographic information systems (GIS), and construction management services. We are an employee-owned company founded in 1992 by an experienced group of professionals who have worked together for over twenty years. We have expanded our expertise over the years to build a multi-disciplinary team that is capable of offering our clients a complete package of engineering services. Today we are a company of 115 employees with offices in Washington and Oregon. During periods of high production, we can rely on our collective work force to help meet project milestones. Our company is organized of Principals who direct qualified teams of Project Managers, Project Engineers, Designers, Drafters, Field staff, and Administrative personnel. Our Principals each have over 20 years of experience and are considered experts in their fields. Their vast knowledge and experience has been invaluable in providing innovative solutions to support our client's goals.

DETAILED SERVICES:

- Permitting
- Geographic Information Systems (GIS)
- 3-D Laser Scanning
- Construction Management and Inspection
- Civil Site Engineering
- Road and Street Design
- Surface Water Management
- Water and Sewer System Design
- Hydraulic/Hydrologic Modeling
- Comprehensive Utility Planning
- Structural Engineering
- Land Surveying
- Grant Writing and Funding
- Plan Review
- CAD Drafting
- Telecommunications
- Project Management

SERVICES:

- Regulatory Compliance
- NEPA/SEPA
- Biological Assessments
- Biological Evaluations
- NPDES
- JARPA
- USACE/Wetlands
- HPA
- Section 106 Coordination
- ESA Section 7

1: ENVIRONMENTAL CONSULTING SERVICES

Permitting and environmental compliance are two of PACE's specialties. Our Planning Department is completely familiar with all facets of current Federal, State, and local permitting requirements. As on-going engineers and planners for a variety of municipalities and special purpose districts, we routinely design and implement projects to comply with the myriad of environmental regulations facing utility service providers today. This includes coordinating environmental assessments, biological assessments, ESA consultations and other specialty requirements associated with NEPA and SEPA compliance.

Our work with roads, facilities, water, wastewater, stormwater, and broadband utilities has given us a comprehensive understanding of the regulations associated with marine and freshwater environments, wetlands, and other critical areas. As regulatory requirements expand and become more complex, NPDES requirements and biological evaluations have become an increasingly important aspect of our on-going work with utility service providers.

REPRESENTATIVE PROJECT EXPERIENCE:

- Washington State Rural Broadband Installation Project, Northwest Open Access Network
- Willapa Bay Cable Crossing, Pacific County Public Utility District
- Woodland Creek Sanitary Sewer Facilities Plans, Thurston County
- Horse Creek Relocation, City of Bothell
- Lakota Creek Fish Ladder Design, Lakehaven Utility District
- Madrona Park Creek Daylighting, Friends of Madrona Woods
- On-Call Permitting, Puget Sound Energy
- On-Call Surface Water Pollution Prevention Plans, Potelco
- Chinook Water Treatment Plant Permitting, Chinook Water District

SERVICES:

- Utility System Analysis
- Asset Management
- GIS Based Modeling
Hydrology/Hydraulic/Groundwater
- Cultural Resource Identification
- Forecast Modeling
- Electronic Data Management
- Mapping
- System Vulnerability Analysis
- Emergency Response Analysis
- Habitat Modeling
- Watershed Characterization

7: GEOGRAPHIC INFORMATION SYSTEMS (GIS)

With a command of the technology that powers a Geographic Information System (GIS), our experts can deliver both desktop and server solutions that meet the dynamic and demanding needs of our clients. PACE's GIS staff is experienced in offering services specifically for environmental permitting, including cultural resource identification, critical area identification, utility location, planning, land use, and analysis. We are committed to keeping current with this rapidly evolving technology as we explore ways to improve the accuracy of our clients' mapping, record keeping, analysis and decision-making abilities.

Our comprehensive geodatabases logically store and link graphical and tabular data. Once established, these databases can link scanned data, making archives secure and available with the click of a mouse. They can bring data to any desktop in a single interface to be used for queries, map generation and record access. Geodatabases can be put on PC or handheld and taken into the field. We can also provide access to your GIS via a web browser allowing remote access at any time.

Recognizing that creating a GIS can sometimes be a prohibitively large project, PACE offers a cost-effective, incremental development approach establishing a basis for the GIS and filling in gaps as needed, without throwaway data or mapping.

REPRESENTATIVE PROJECT EXPERIENCE:

- Patterson Creek Basin Study Characterization, King County Dept. of Natural Resources
- Rural Fiber Optics Mapping (2,100 miles), Northwest Open Access Network
- Right-of-Way Property Research, Various Clients
- Surface Water GPS Inventory, City of Normandy Park
- Surface Water Mapping, City of Duvall
- Sewer System Mapping and GIS, Valley View Sewer District
- Water & Sewer System Mapping, Coal Creek Utility District
- Stormwater Plan, City of Gig Harbor